

EXPERT CONSULTANT INTEREST PACKET AND APPLICATION

Family First Prevention Services
Continuous Quality Improvement Program



Overview

On behalf of the State of California, **Los Angeles County**, and Chapin Hall Center for Children, we are **hiring up to three (3) Independent Consultants per county/Tribe**. These *Expert Consultants* will support California's Prevention Services Continuous Quality Improvement (CQI) Plan. Consultants will include people with lived expertise in child welfare, juvenile probation, community-based advocacy, and Tribal communities.

Register for an Information Session to learn more about this opportunity! Use the QR code or go to tinyurl.com/ECInfoReg to register.



Expert Consultants will work in an advisory role to strengthen California's prevention system, advance race equity, and make sure CQI efforts are informed by the real experiences, strengths, and needs of the communities they serve. Consultants will partner with Chapin Hall, the California Department of Social Services (CDSS), county, or Tribal prevention service teams, fellow independent consultants, and community advocates. Together, they will bring lived experience into the design, implementation, and improvement of prevention-focused CQI activities.

Successful applicants will bring firsthand knowledge from their experiences and help create system change. The goal is to keep families together whenever possible and strengthen services for families involved with child welfare and juvenile probation. Consultants should have a strong commitment to improving prevention services through inclusive equity-focused CQI work that centers the voice of those most impacted.

Responsibilities

Expert Consultants will:

- Complete onboarding training before participating in county, Tribal, or regional activities (2.5 hours, virtual).
- Participate in:
 - Up to three monthly county/Tribe CQI meetings (up to 90 minutes each, virtual or in-person depending on Tribe/county preference);
 - Four quarterly regional meetings (four hours each, virtual or in-person depending on county/Tribe preference); and
 - Optional virtual support sessions (2-4 a month, 60 minutes each, virtual).
- Review materials sent before and after meetings (up to 60 minutes total).
- Work with county/Tribe teams to review prevention data, identify CQI priorities, and share equity-focused recommendations based on lived experience.
- Help identify barriers, support peer learning, and contribute to a culture of inclusion, mentorship, and confidentiality.
- Submit invoices through the Chapin Hall system and maintain the ability to receive electronic payments (e.g. bank account or Cash App).

- Keep information confidential when working with state, Tribal, county and community partners. Show curiosity, respect, and shared responsibility for improving the system.

Eligibility Criteria

To be eligible for the Expert Consultant position, applicants must:

- Be at least 18 years old when applying
- Have lived experience in child welfare, probation, community services, and/or be affiliated with a Tribe located in California
- Have a US Tax ID/Social Security Number
- Have a bank account or Cash App®
- Complete the Expert Consultant application
- Be selected by the county or Tribe
- Follow the county or Tribal agency policies about criminal history (please discuss with the CPP Lead)

These are temporary roles based on participation. Consultants will be engaged as independent contractors and will not provide direct services. Formal education or credentials are not required. What matters most is each person's experience, connection to community, and commitment to improving prevention systems.

Experience and Other Qualifications

Successful applicants will:

- Have the ability to use an online calendar system.
- Have the ability to view documents electronically.
- Be able to read and understand materials written at an 8th grade level (in their primary language).
- Have some experience with child welfare systems, probation, prevention services, continuous quality improvement (CQI), community work, or systems change.
- Have knowledge of CQI ideas and methods (or a willingness to learn), especially in human services or child welfare.
- Have knowledge of California's Five-Year Prevention Plan and willingness to keep up with its priorities and how it's being put into action.
- Be able to build trust and engage in meaningful ways with community and system partners.
- Be able to use what they have learned from their personal lived experiences to help make improvements.
- Have good communication and people skills.

- Be committed to equity, shared leadership, and meaningfully working with county, Tribal, and state partners.
- Have good judgment when handling private information and understanding why keeping the information confidential is important in planning and CQI work.

Salary

California is committed to paying people with lived experience at competitive rates. Expert Consultants will receive \$100 per hour for their work in prevention CQI activities. A \$200 stipend will also be provided for attending each of the four regional Prevention CQI Collaborative meetings (\$800 total) if the Tribe/county chooses to participate. Each Independent Consultant hired will be responsible for paying their own income taxes and will receive a 1099 Form for tax purposes.

Hours will vary based on the Tribe or county's CQI activities. Hours are not guaranteed, but most Expert Consultants can expect to work between 6-10 hours per month.

Benefits

As Independent Consultants, you will not receive benefits or equipment.

Accessibility

Translation and interpretation services are available based on language needs to help with the application process, meetings, trainings, and materials.

Notice of Impact on Taxes and Public Benefits

Taxes

Chapin Hall will not take out taxes from your payments. Expert Consultants will need to pay taxes on all money earned. Expert Consultants who earn more than \$600 in a calendar year will get a 1099 form from Chapin Hall.

Benefits

Any money received while serving as an Expert Consultant counts as income. This income might affect public assistance benefits. Benefits that might be affected include CalFresh/Food and Nutrition Services, CalWORKs/TANF, Medi-Cal/Medicaid, Child Support, and other public programs. If there are questions regarding benefits, applicants should talk to the worker who handles each benefit received.